

**Corrections Standards Authority
Juvenile Accountability Block Grants (JABG)
Quarterly Progress Report**

INSTRUCTIONS

Please follow the instructions below when completing the JABG Quarterly Progress Report.

Section I: Number of Program Participants

Specify the number of juveniles projected in the application to receive services for the grant year, the actual number who received service this reporting period, and the actual number who have received service cumulatively to date (through this reporting period).

Section II: Federal Performance Measures

Referencing the revised federal performance measures which became effective April 1, 2006, utilize this section to report the required data in the prescribed format.

In the space provided in Part A of this section, indicate the Program Purpose Area that was identified in the grantee's application for funding.

Use either Part B Category 1: Direct Service Programs, or Part C Category 2: System Change Programs, to report the data that correspond to the chosen purpose area and category(s) selected in the grantee's application. Report the data in the format provided, filling in each text box (a, b and c) within the category. Complete the *Data This Period Only* column for those data which pertain to this quarterly reporting period only. Complete the *Cumulative Data To Date* column for aggregated data beginning July 1 of the current contract year, through the end of the current reporting period. (Exception: the data in these two columns will be the same for the fourth quarter report for year 05/06.)

Should data not be available for a given performance measure, indicate such by placing a "0" in the corresponding space provided. Use the comment space at the end of the data section to provide explanations of all zeros reported (i.e., III - a, b and c: this data not available).

Duplicate the table format provided in the progress report form as needed in order to report on multiple purpose areas chosen in the grant application.

Section 3: Project Status

Following each subsection (A through G), report the status in a narrative format. Items discussed in one subsection do not need to be repeated in another. If there is not any information to report in a given subsection, please indicate such.

Section 4: Technical Assistance

The Corrections Standards Authority is available for technical assistance. If assistance is requested, please indicate so in this section, including the nature of the need.

Section 5: Final Report

This section of the report applies to the final reporting period ONLY, and is to be completed along with all other sections of the Quarterly Report. Please complete subsections A through G.

Additional information for Subsection G: In an effort to comply with federal funding requirements, various types of data are being collected. Preliminary ethnicity data collection from JABG grantees is being sought to aid in determining future program focus areas for California. Please provide a numerical breakdown by ethnicity and gender for the total number of youth served in your project for the year. Count each person only once.

Submitting the Report

Submit one copy of the report to the Corrections Standards Authority. Submission can be made either electronically to the assigned Field Representative, or mail a hard copy to the Corrections Standards Authority, 600 Bercut Drive, Sacramento, CA 95814.

*A list of county assignments by Field Representative can be found at:
http://www.cdcr.ca.gov/DivisionsBoards/CSA/program_staff_assignments.htm.